

**CITY OF WEST DES MOINES  
DEVELOPMENT AND PLANNING  
CITY COUNCIL SUBCOMMITTEE MEETING  
City Hall Training Room**

Monday, August 6, 2018

**Attending:**

Council Member John Mickelson	Principal Engineer Ben McAlister
Council Member Renee Hardman	Planner Brian Portz
City Manager Tom Hadden	Planner Kara Tragesser
Deputy City Manager Jamie Letzring	Planner Brad Munford
City Attorney Richard Scieszinski	Associate Planner Alex Carl
Development Coordinator Linda Schemmel	Associate Planner Mackenzie Locey
Comm & Ec Development Director Clyde Evans	

**Guests:**

**Item #1** - Linda and Chris Cook, Gilbert & Cook  
Mike Schindler, Ferguson Commercial  
Real Estate Services  
Daren Ferguson, Ferguson Commercial  
Real Estate Services

The meeting of the Development and Planning City Council Subcommittee was called to order at 7:31 AM.

**1. 5058 Grand Ridge Drive**

Development Coordinator Linda Schemmel noted the location of the property with an aerial view and stated that the property's current use is office/warehouse. The buyers propose to expand the office use into the warehouse area which will require additional parking spaces. The lot does not have room to add parking spaces. City Staff have asked the buyers to consider three options. The buyers were encouraged to discuss the possibility of shared parking with adjacent property owners. The buyers could choose to not use all of the warehouse space, which would reduce the number of required parking spaces. The City could consider waiving the parking requirement in advance of reducing current parking requirements with an Ordinance amendment.

Linda Cook, property buyer, informed the Subcommittee that they had spoken with both adjacent property owners and neither is willing to sign a cross easement agreement although the church was agreeable to allow use of their lot as a good neighbor gesture. She explained that they are expanding their employee base from 20 to 40, and only have 3-4 clients per hour. Much of their office space will be used for conference rooms. The parking available is sufficient for their needs. Chris Cook added that they have extended their 90 day due diligence to resolve the parking issue, but if the waiver to request parking is denied, they will not be able to move forward.

Council Member Mickelson commented that even if the Subcommittee approved the waiver, there was no guarantee that City Council would approve it right before an ordinance amendment. He also observed that financing with a nonconforming status might hurt the buyer's property value, however based on the buyer reaching out to the neighbors as recommended, and the likelihood of City Council amending the ordinance in the near future, he would support the waiver. Council Member Hardman concurred.

Ms. Schemmel advised Linda and Chris Cook of the next steps in seeking this waiver, and asked them to work with Planner Kara Tragesser on their minor modification application. She asked if they were doing any other site improvements, and the Cooks responded that they plan to remodel the front entrance overhang.

*Direction: Council Members were supportive of waiving the additional parking requirements.*

## **2. Global Aviation monument sign**

Development Coordinator Schemmel informed the committee that Global Aviation submitted a plan to construct a ten foot monument sign in addition to their new building construction. They have since begun construction of a monument sign without a permit being issued, and it is being erected in a different location than previously noted on the site plan. This new location has different setback and height requirements. The previously approved ten foot height is now reduced to seven feet allowed in the new location, however the sign is being constructed at ten feet. Staff are asking Council input.

Council Member Hardman questioned whether this was the second time Global Aviation had begun work without following the approval process. Ms. Schemmel responded that it is the third time. Council Member Hardman continued that she did not support them proceeding without following policy, and recommended providing Global Aviation with their options and inviting further discussion if so desired. Ms. Schemmel agreed to inform Global Aviation that the sign can be reduced in its current location, relocated to an area that will allow the greater height, or that a variance may be sought through the Board of Adjustment, however the hardship requirement for a variance appears to be self-imposed. Ms. Schemmel noted that the PUD language could be revised regarding signage however she did not feel that was an appropriate response.

Council Member Mickelson commented that he is thrilled with Global Aviation constructing a new building in his ward, however he did not like being put in a corner by them revising their site plan and constructing without approval.

Council Member Hardman questioned the comparison by Global Aviation of signage in place at Wells Fargo and Athene. Ms. Schemmel responded that the signage is proportional to the setback and size of the campus. Wells Fargo and Athene have much larger lots and therefore qualify for larger signs to be visible from the street.

*Direction: Council Members were supportive of Staff presenting options to Global Aviation with further discussion at Subcommittee if warranted.*

## **3. Chayse Holdings Development Agreement – NW corner of Mills Civic Parkway & South 88<sup>th</sup> Street**

City Attorney Dick Scieszinski explained a proposed agreement with Chayse Holdings regarding use of TIF funds to develop road construction of Mills Civic Parkway at S 88<sup>th</sup> Street. At the time of development, the owner of each corner parcel of the intersection will contribute \$250,000 for use of the City developed roadway. The City will use TIF funding to grade three lanes for future use, and construct three lanes for immediate use, bypassing the cemetery currently in the center of the intersection. Mr. Torstenson has spoken with the private property owners adjacent to his development and has been unsuccessful in gaining access to construct the required sewer for his property. The City will intervene in order to connect the new development with the Fox Creek sewer district.

Council Member Mickelson questioned whether this is an appropriate balance between the sale price for the owners and the cost to the developers. City Manager Hadden responded that there has been a tremendous amount of staff time invested in this decision and he does feel it is balanced. City Attorney Scieszinski added that this is a very good deal for the developers and would be differentiated from future agreement proposals due to the importance of this arterial. Community and Economic Development Director Clyde Evans inserted that there is TIF funding from Coachlight available as well.

Council Member Mickelson noted that this will open up the City for development to the West.

*Direction: Council Members were supportive of staff recommendations.*

#### 4. **Woodland Hills TIF**

Community and Economic Development Director Clyde Evans presented a chart (*attached*) outlining funding allocations for City-wide Housing Programs through 2025. He noted this will be presented at Council for final approval on 8/20/18.

Council Member Hardman expressed appreciation for the hours put into this project and noted that she feels we're moving the needle forward. She exhorted Staff to get the message out to the public, stating that citizen feedback is that their perception is that the City is not doing anything to respond to this need. Director Evans affirmed that Staff will be using social media channels and other means to inform the public, and commended Council Members for their own use of social media, noting that it is very helpful in keeping citizens informed.

Council Member Mickelson stated he also appreciated the amount of staff time put forward, and noted that he was supportive but had a couple concerns. He cautioned that the down payment assistance program might have an unintended consequence which could lead to failure. Director Evans responded that NFC will underwrite that program. Council Member Mickelson added that he was concerned that the program to purchase/rehab/resell homes could incur additional friction costs and make it harder to demonstrate success of the program, however he is supportive of the initiative.

*Direction: Council Members were supportive of the TIF allocation proposal.*

#### 5. **Upcoming Projects – A map was provided with a brief description of each.**

**Boone Farm** (NE Corner of I-35 and Grand Avenue) Comprehensive Plan Amendment and Rezoning to change to Single Family land use and zoning for the development of a residential subdivision (CPA-003985-2018/ZC-003986-2018)

**Mercy Clinic** (1525 Grand Avenue) Construction of a 10,955 sf Medical Clinic and associated site improvements (SP-004000-2018, GP-004001-2018)

**Cedar Ridge** (NW corner of Mills Civic Parkway and South 88th Street) Preliminary Plat for development of a Continuum Care Retirement Community, a Special Needs Community, detached townhomes and single-family homes (PP-003990-2018)

**Hy-Vee Fast & Fresh** (South of 375 S. Jordan Creek Parkway): Development of 6,500 sf convenience store with 7 fuel pumps (POS-004010-2018/PC-004008-2018/OSP-003958-2018)

**Pinedale Park** (3375 Woodland Avenue) Improvements to existing park. Includes a shelter, portable restroom enclosure, playground, basketball court, trails and stormwater improvements (SP-003987-2018)

**542 5<sup>th</sup> Street** (SW corner of 5<sup>th</sup> Street and Vine Street) Construction of a new commercial building and related site improvements (SP-003992-2018)

#### 6. **Minor Modifications & Grading Plans**

**Advanced Surgery Center** (1455 29<sup>th</sup> Street) Interior renovation of existing medical office building (MML1-003981-2018)

**Chicken Restaurant** (4221 SE Orilla Road) Changes to trash enclosure, patio fence and landscape (MML1-003989-2018)

**West Glen Target Façade Changes** (5405 Mills Civic Parkway) Exterior changes in conjunction with a signage update (MML1-003998-2018)

**IMT Public Sidewalks** (7825 Mills Civic Parkway) Site modifications to accommodate sidewalks (MML1-004003-2018)

**Valley Stadium Ticket Booths** (4440 Mills Civic Parkway) Construction of permanent ticket booths at stadium entry gates (MML2-003991-2018)

**Aventura Sr. Housing** (9065 Bishop Drive) Grading to allow soil stockpile (GP-004002-2018)

#### 7. **Other Matters**

Council Member Mickelson mentioned a complaint this weekend regarding sound from Valley Stadium. He asked if this would be addressed with Minor Mod MML2-003991-2018. Ms. Schemmel replied that it would not. City Manager Hadden informed that the speakers at Valley Stadium have been adjusted to direct sound downward in an effort to reduce impact to the surrounding neighborhoods.

The meeting adjourned at 8:31 AM. The next regularly scheduled Development and Planning City Council Subcommittee is August 20, 2018.

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Linda Schemmel, Development Coordinator

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Jennifer Canaday, Recording Secretary